

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, July 20, 2010 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Yvonne Braunschweig, Kay Pockat, Steve Rauch, Dianne Boyle, Mike Kelly, and Pat Hoffman. Excused were Pat Hurley, and Scott Johnson. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:01.

Hoffman moved approval of the current slate of officers. Braunschweig seconded the motion and the motion passed.

Falk relayed to the Board who was currently on the different committees. The new appointments are as follows:

Buildings and Grounds: Chair: Hurley, Torhorst, Rauch

Personnel: Chair: Hoffman, Braunschweig, Pockat

Finance: Chair: Johnson, Kelly, Boyle

Torhorst asked about the school liason committee, Burlink. When the Schools and the Public Library shared their library system and server, we met to work out procedures and trouble shoot problems. Since both BASD and the public library are now members of a larger consortium, Burlink is not needed.

Minutes of the June 22, 2010 meeting were approved. Boyle moved, and Braunschweig seconded. Motion passed.

The July 2010 General Fund Bills, Prepaids, Reimbursements and June 2010 General Fund deposits were discussed and approved. Braunschweig moved approval and Boyle seconded. Motion passed. Falk reported that with the last big rain storm the drain on the roof above her office leaked. It caused the ceiling tile above her desk to fall. The roofers were here to repair that area. The July 2010 Trust Fund Bills, and June 2010 Trust Fund Deposits were approved. Braunschweig moved and Hoffman seconded. Motion passed. Falk pointed out trust bills for a speaker for the book club and for an additional movie license.

Committee Reports: There were no reports at this time.

Federated Library Report: Yvonne reported that she is going to a Lakeshores Library Board of Directors meeting after this meeting.

Old Business:

Friends Update: The Friends are getting ready for the booksale at the end of next week. If anyone wants to help at the booksale, please contact Linda.

New Business:

Upcoming Events:

There are many events planned for this month, which wraps up the summer program.

Budget prep: In the past Falk has had preliminary meetings with the City, from which the budget is crafted and brought to the personnel and finance committee for review, and then the Library Board for approval. The Board expressed approval of that process.

Racine County Funding: Waterford Public Library is currently serving many patrons from Racine County who live in Burlington, Racine, Rochester or Union Grove. Waterford library is not reimbursed for this service. Lakeshores Library System is currently investigating ways that other systems handle this lending. Discussion followed.

Directors Report: Falk reported that the library is taking part in a chocolate walk to benefit BASD music programs. Staff members will be baking 15 dozen cookies or brownies. All the proceeds will go to BASD music programs. Hoffman moved and Boyle seconded the motion to approve \$100.00 trust funds for the reimbursement of the making of these cookies. If the actual cost of making the cookies is higher, the Board will consider additional funding next month. Motion passed.

In the News:

There were many newspaper calendar events.

Public communication to the Board: None at this time.

Meeting was adjourned at 4:30 PM. Braunschweig moved and Kelly seconded. Motion passed.

Our next meeting will be on Tuesday, August 24<sup>th</sup> at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch,  
Aldermanic Representative